

Mono County Child Abuse Prevention Council

Mammoth Lakes Library – Ellie Randol Reading Room

400 Sierra Park Road, Mammoth Lakes, CA 93546

December 14, 2015 11:30AM-1:00PM

MINUTES

1. **Call to Order:** Vice Chair, Sal Montanez called the meeting to order at 11:34 AM.

Initial Quorum established = Two members present of two: Sal Montanez and Queenie Barnard

2. **Introductions**

3. **Public Comment:** There was no public comment.

4. **CAPC Membership:** On March 9, 2015, CAPC members voted to adopt CAPC by-laws. Adopted by-laws define CAPC membership as a two-year term. CAPC memberships will be considered for approval and renewal for a two-year term retroactively from either two years after the date the member began serving on the CAPC or the date the by-laws were adopted, whichever is longer.

- a. **Curtis Hill:** Sal motioned to approve renewing Curtis Hill's CAPC membership for two years from December 9, 2015 through December 9, 2017. Queenie seconded. No discussion. All approved.

Motion carried.

Quorum established: Two members present of three.

- b. **Molly DesBaillets:** Sal motioned to approve retroactively renewing Molly DesBaillets's CAPC membership for two years from September 9, 2015 through September 9, 2017. Queenie seconded. No discussion. All approved. **Motion carried.**

Quorum established: Three members present of four.

- c. **Susi Bains:** Sal motioned to approve retroactively renewing Susi Bains's CAPC membership for two years from March 9, 2015 through March 9, 2017. Queenie seconded. No discussion. All approved.

Motion carried.

Quorum established: Three members present of five.

- d. **DonnaLisa Knowles:** Queenie motioned to approve retroactively renewing DonnaLisa Knowles's CAPC membership for two years from March 9, 2015 through March 9, 2017. Molly seconded the motion. No discussion. All approved. **Motion carried.**

Quorum established: Four members present of six.

- e. **Alex Ellis:** Molly motioned to approve retroactively renewing Alex Ellis's CAPC membership from June 10, 2015 through June 10, 2017. Sal seconded the motion. No discussion. All approved. **Motion carried.**

New Quorum established: Four members present of seven, one position vacant.

CAPC Members Present: Sal Montanez, Mono County Behavioral Health Department
Queenie Barnard, IMACA
Molly DesBaillets, First 5 Mono County
Donna Lisa Knowles, Parent Advocate and Community Member

CAPC Members Absent: Susi Bains, Wild Iris
Alex Ellis, Mono County Department of Social Services
Curtis Hill, Mono County Probation Department

CAPC Coordinator: Didi Tergesen, Mono County Office of Education (MCOE)

Guests: Michelle Raust, Mono County Department of Social Services
Tammy Nguyen, Mono County Office of Education (MCOE)

5. **Approval of September 14, 2015 Minutes:** Tabled due to lack of quorum present from the September meeting.
6. **CAPC Meeting Document Protocol:** CAPC members discussed if the CAPC would like to receive meeting documents via email, delivered printed packets and/or packets at meetings. Molly motioned to keep document protocol as is. CAPC Coordinator will email meeting documents prior to the meeting and bring printed copies to the meeting. DonnaLisa Knowles seconded the motion. No discussion. All approved. **Motion carried.**
7. **CAPC Member Binder:** CAPC members discussed if they would like to receive a CAPC Member Binder. Member binders would include member contact information, Mission Statement, By-laws, Glossary of Terms, Office of Child Abuse (OCAP) funds informational pages. Discussion: some members were interested in binders, and some in electronic copies. Molly motioned that members be given a binder or electronic version per their preference. Sal seconded the motion. No additional discussion. All approved. **Motion carried.** Didi will create binders or send electronic documents before the next meeting.
8. **CAPC Membership Requirements:** Review Form 700 and Online Ethics Training. Form 700 is a form that is required to be submitted once a year between January 1st and April 1st. Each member needs to send a completed Form 700 to the County. Online ethics training (2 hours) is due every two years. Keep a copy of for your own record, send one to CAPC Coordinator and one to County attention Helen Nunn.
9. **Workforce Education & Certificate Program Presentation:** Tammy Nguyen, Director of Curriculum and Instruction, Mono County Office of Education (MCOE) shared brochures and information on the Workforce Education & Certificate Program. This free four-module course is a collaborative program between the Department of Social Services and the Mono County Office of Education and is offered in Mammoth Lakes and Walker. Examples of topics covered are: resume writing, networking and interviewing skills. CalWorks clients have enrollment preference, but this program is open and free to the public. Spanish interpretation and childcare are available with advanced notice.
10. **Program and Coordinator Sharing and Updates:**
 - a. **First 5:** Molly DesBaillets, Executive Director

From KidsData.org, Mono County is approximately 4 percentage points higher than the California average in child abuse reports for children ages 1 to 2. The CAPIT funds support First 5's home visiting program for this age group. Two years ago 50 families were served with this program. Last year the program grew and served 75 families.

- b. **Wild Iris:** Susi Bains, Director of Programs. Tabled. Susi was not present to share an update.
- c. **MCOE:** Didi Tergesen, CAPC and Strengthening Families Coordinator shared that she attended the Crowley Lake PeaPod group in November for a Strengthening Families through the Protective Factors Framework story time. She read books to the families and shared resources including a book list, a parent engagement calendar and a Protective Factors handout. Additionally, Didi applied for and received, on behalf of the CAPC and the Strengthening Families Team, a Technical Assistance/Coaching grant from Strategies. Strategies will provide once a month coaching on Protective Factors parent engagement and community outreach. Didi will share any pertinent resources.

11. CAPC Agency Member Sharing and Updates: CAPC members have the option to share information related to the mission of the CAPC:

Behavioral Health Department (BHD): BHD has a 24-hour access phone to provide informational services. This is not a crisis line; the intent is to help people access services like emergency medication refill, and mental health services and other services. In February, BHD will host a WRAP training. Sal is the WRAP Coordinator and will send an invitation. They recently updated the WRAP plan to include language for younger children. BHD started a cultural outreach committee.

First 5: Shannon Vallejo resigned. Kaylan Johnson has been hired as the new Administrative Assistant/Fiscal Analyst. In 2016, First 5 will offer "Abriendo Puertos", a program written in Spanish for Latino families. Every class is designed around a dicho or cultural saying.

Department of Social Services (DSS): Currently, DSS is applying for funds for Foster Parent recruitment and retention. DSS will host Sexual Abuse Interviewing Training in January. DSS just offered a presentation at the Mammoth Lakes Town Hispanic Advisory Committee and shared information re: how to make a CPS report and addressed questions and concerns re: making reports.

DonnaLisa Knowles: DonnaLisa shared her interest in offering Darkness 2 Light trainings in the future.

12. Meeting Schedule for 2015-16: 11:30 AM – 1:00 PM on March 14, 2015 (Upstairs Conference Room, Mammoth Lakes Library) and June 6, 2016 (Ellie Randol Room, Mammoth Lakes Library).

Meeting ended at 12:42PM

Respectfully submitted by Didi Tergesen, CAPC Coordinator